



Procedures to Follow For Connecting to the Sanitary Sewer From an Existing Septic System

The following steps must be followed to properly connect the home to the Sanitary Sewer.

1. Contact Becky Werneth, City of Arlington Water Utilities Department, (817) 459-6803, to pay any necessary tap and impact fees for connection to the city sanitary sewer.
2. Have a State of Texas **licensed Responsible Master Plumber that is registered plumbing contractor** obtain a permit from the City of Arlington Building Inspection Division, 101 W. Abram. Note: If a person owns and occupies the home, they are allowed to do the work themselves without hiring a licensed plumber. However, the homeowner must follow requirements as established in the *International Residential Code* just as the plumber is required to follow. Some homeowners may be unaware of all of these technical requirements, which may result in delays and/or rework. If you are unsure of the steps required to properly install and test plumbing lines and complete a connection to the city sewer, consider hiring a licensed and registered plumbing contractor. If the homeowners do the work themselves, they must still obtain a permit from Building Inspections Office.
3. Run the necessary plumbing lines to connect the house to the city sewer, fill with water for the water test.
4. Once the plumbing lines have been installed and are ready for inspection, the permit holder calls Building Inspections Division at (817)-277-5761 or (817) 261-8817 for an inspection. Do not cover the ditch until the work is approved.
5. When the work has been approved, the Building Inspector will issue a green tag. After receiving a green tag, the ditch may be covered.

The following steps must be followed to properly disconnect an abandoned septic system.

1. Have all of the wastewater/ sludge removed by a licensed waste transporter, holding a valid registration with the City of Arlington and Texas Natural Resource Conservation Commission.
2. Remove or crush the lid of the tank
3. Fill the tanks with clean sand or other clean fill dirt that is free of organic debris.
4. The Building Inspector will check to see that the septic tanks are properly filled and covered with soil when checking the plumbing installation.
5. After receiving a green tag from the Building Inspector, finish covering the tank area with topsoil until it is level with the finished grade.

City of Arlington Contact Information

Health Services	Building Inspection Department	24-7 Inspection Request Line
Contact Barbara Martindale	101 W Abram	(817) 261-8817
(817) 459-6685	(817) 459-6502	